

Prior to the regular meeting, there was a brief ceremony recognizing Jonathan Bartlett of North Guilford. He was presented, from the Guilford Fire Department and Commission, with a "Citizen's Commendation" for his unselfish bravery and heroics in saving a life in October 2016.

In addition, 1<sup>st</sup> Selectman Joseph Mazza presented Jonathan with a commendation presented on behalf of the Board of Selectmen.

In attendance were the Bishop family, Bartlett family, the "A" Shift, Commission members, and other Fire Personnel.

**BOARD OF FIRE COMMISSIONERS  
DRAFT MEETING MINUTES  
TUESDAY, FEBRUARY 10, 2017  
5:42 P.M. – GUILFORD FIRE HEADQUARTERS**

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Present: Commissioners: Gary Gilbert, Dean Mitchell, and Ken Wilson, Chairman

Department Members: Chief Charles Herrschaft  
Steve Lapaglia, President IAFF 4177  
Captain Mike Shove

Chairman Wilson called the meeting to order at 5:45 p.m.

**1. Public Forum**

Town Resident Joseph Nugent of 98 Cedar Hill Road spoke as a citizen of Guilford. He presented an overview of the "Everyday Hero Program". He encouraged the Commission and the Department to create more activity to encourage more volunteers to come forward and join the Volunteer Department. He would like to see the Fire Department reduce its labor costs; look at an incentive plan for volunteers; and market the Volunteer Department.

**2. Approve minutes of:**

**2.1 Approve minutes of the January 10, 2017 regular meeting.**

*Motion: Upon a motion by Commissioner Mitchell and seconded by Commissioner Wilson, the Board of Fire Commissioners voted to approve the minutes of the January 10, 2017 meeting.*

*In Favor: Mitchell and Wilson*

*Opposed: None*

*Abstained: Gilbert*

### 3. Correspondence and Notices

Chairman Wilson shared two notes of praise to the Department. One from a Town Agency, and the other from a Town resident.

### 4. Departmental Officers and/or Committee Reports:

#### 4.1 Fire Chief/Fire Marshal's Report

The Chief reported that the Fire Boat has been repaired and is on its way back to Guilford. There is an additional workers compensation case that occurred during the month. One case may be settled in this month and another not far behind. The Department did provide mutual aid assistance to neighboring towns. The 2017-2018 fiscal year budget is yet to be finalized and there should be more information coming by weeks end. The Chief reported there were 284 incidents in January.

### 5. Monthly Business:

#### 5.1 Status of Budget

The budget is at 49.8% expended and should be at 49.8%. We are on target year to date.

#### 5.2 Consider and take action on monthly Department Expenditures

The Chief pointed out the JTTS expense of \$11,948.82. This was a purchase of tires for the ladder truck, Engine 1-5-1, Squad 1, and spares. All other expenses were in line with the budget and department needs.

*Motion: Upon a motion by Commissioner Mitchell, and seconded by Commissioner Gilbert, the Board of Fire Commissioners voted to approve the monthly expenses totaling \$53,137.48.*

*In Favor: Mitchell, Gilbert, and Wilson*

*Opposed: None*

*Abstained: None*

#### 5.3 Receive Revenue Report

Revenue should be at 41.5%, and is at 48.6%, which is ahead of last year for the same period. The unaudited deposits for January totaled over \$80,000.

The Department has collected to date \$389,370.

**6. Old Business:**

The Chairman reported that he and the Chief attended the Board of Selectmen and Board of Finance Budget workshops. The one question that came up was the replacement salaries line item. The Chief explained in detail the reason for the increase and how the department staffing takes place.

**7. New Business:**

There was discussion on how to create more volunteer need and awareness. It was stated that the time commitment, costs to train, and the retention is a challenge not just for Guilford but for all statewide volunteer Fire Departments. The Chief stated that he knew the Chairman of the Guilford Volunteer Department Committee and would discuss the challenges and encourage more promotion for volunteers.

**8. Any other Business to come before the Fire Commission**

None

**9. Public Forum**

None

*Motion: Upon a motion by Commissioner Wilson, and seconded by Commissioner Mitchell, the Board of Fire Commissioners voted to adjourn the meeting at 6:40 p.m.*

*In Favor: Mitchell, Gilbert, and Wilson*

*Opposed: None*

*Abstained: None*

Respectfully Submitted,  
*Gary Gilbert*  
 Board of Fire Commission, Secretary